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REQUEST FOR PROPOSALS (RFP) ADDENDUM #1

ADDENDUM #1 DATE ADVERTISED September 13, 2017

ORIGINAL DATE ADVERTISED: August 15, 2017

RFP TITLE: **Best Start for Kids: Adolescent Immunization Learning Collaborative**

DUE DATE: Tuesday, September 27, 2017– no later than 2:00 PM

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This Addendum provides answers to questions posed the webinar and/or posed via email.

QUESTIONS AND ANSWERS

1. Can a community based organization apply even if it is not a health clinic?

Yes. The goal is to contract with an organization who is best equipped to partner with the PHSKC Immunization Team to establish a learning collaborative and to work with providers on quality improvement activities. The organization does not have to be a health clinic.

2. Will you be using data from WAIS or would we need to provide data?

Applicants are encouraged to include data in their applications that demonstrate their capacity to execute the activities described in the RFP as well as their understanding of adolescent immunization rates and, more specifically, their capacity to make improvements to those rates. The source of the data needs to be clearly cited in the application.

3. Do oral health providers fit into a category of practitioners?

For the purposes of this project, our focus is on healthcare providers who deliver all recommended vaccinations to teens and adolescents. Therefore, oral health providers are not the target provider group for participation in the learning collaborative quality improvement activities.

4. Will you consider applicants that apply with a subcontractor?

Yes. We will consider applicants who intend to subcontract in order to fulfill the deliverables. However, we will not consider applicants who solely intend to act as pass-through entities. The organization contracted with King County Public Health will be accountable for all of the deliverables in the contract with the county. Therefore, applications should clearly articulate how subcontracts will be managed by the applying agency in order to ensure that all deliverables and deadlines are met.

5. Should we include a detailed budget in Appendix 2 with the budget narrative? Is there a specific budget template that you would like us to use for the submission?

Yes a detailed budget should be included with the budget narrative. No we do not have a specific budget template to use for the submission.

6. The RFP highlights the following activity: facilitate data analysis and evaluation of the outcomes of the QI activities. Is this activity meant to be completed using resources that fall under the 10% of the budget reserved for the evaluation component of this work, or should we be budgeting for additional analytic/evaluation work to support collaborative participants that is above and beyond the 10% of resources budgeted for the evaluation component?

Up to 10% of the budget must be dedicated to the evaluation of the progress and success of the program initiative itself. This will focus on elements related to bringing up and managing the learning collaborative. It must be budgeted for separately and should comprise no greater than 10% of the budget. It is separate from the data analysis that will be conducted with healthcare practices participating in the quality improvement activities. All other program activities should be accounted for in the rest of the budget.

7. During the webinar, you indicated that the Learning Collaborative would be web-based. Do you envision a webpage or a website that the Learning Collaborative participants can go to or access for information? Would this be a public webpage, or hosted by Public Health? I want to get your sense of exactly what you were thinking of when you said web-based.

To clarify, it is not intended that the Learning Collaborative itself will only be conducted virtually – a strictly web-based learning experience. Activities of the Learning Collaborative will be conducted in person, virtually, and onsite at healthcare practices when needed. However, it is intended that resources supporting the activities of the Learning Collaborative will be made available online which will include things such as: a website specific to the Learning Collaborative, web links to supportive/educational resources, webinars, and a web-based portal where participating healthcare practices can enter data (see RedCAP at projectredcap.org for an example). Applicants should describe a vision for how to engage web-based tools/resources and learning in their proposals including resources needed. Applicants who currently have access to online resources conducive to this objective are encouraged to describe this in their proposals.